

Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed**1.1. Name of the Data, data collection Project, or data-producing Program:**

NMFS Prioritization, Allocation & Scheduling System (NMFS Asset PASS)

1.2. Summary description of the data:

NMFS Asset PASS is a web-based enterprise application and ORACLE database that collects research platform requests. The first release initially focused on line office project days-at-sea (DAS) requirements on the NOAA Ship Fleet, UNOLS Research Fleet, and charter vessels (primarily commercial fishing vessels). In 2014 the capability to process aircraft research requests was added.

1.3. Is this a one-time data collection, or an ongoing series of measurements?

Ongoing series of measurements

1.4. Actual or planned temporal coverage of the data:

2013 to Present

1.5. Actual or planned geographic coverage of the data:

W: -180, E: 180, N: 90, S: -90

Global coverage.

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)

Document (digital)

1.7. Data collection method(s):

(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

Instrument: Instrument Not Applicable

Platform: Platform Not Applicable

Physical Collection / Fishing Gear: Physical Collection/Fishing Gear Not Applicable

1.8. If data are from a NOAA Observing System of Record, indicate name of system:

1.8.1. If data are from another observing system, please specify:**2. Point of Contact for this Data Management Plan (author or maintainer)****2.1. Name:**

Wei Qiu

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NMFS Office of Science and Technology

2.4. E-mail address:

wei.qiu@noaa.gov

2.5. Phone number:

301-427-8165

3. Responsible Party for Data Management

Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:

Michael S Gallagher

3.2. Title:

Data Steward

4. Resources

Programs must identify resources within their own budget for managing the data they produce.

4.1. Have resources for management of these data been identified?

Yes

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):

100

5. Data Lineage and Quality

NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.

5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible

(describe or provide URL of description):

Lineage Statement:

Principal investigators at NOAA laboratories and science centers enter data describing

their ship and aircraft requirements for proposed research projects. Each PI submits requests to a representative of their lab or science center directorate where requests are approved/disapproved. Approved requests are routed to a representative of their line office leadership. Approved requests are prioritized and forwarded to the Fleet Council's Fleet Working Group and the Aviation Working Group for consideration in annual ship and aircraft allocation plans. All requests, whether approved or not, are recorded and preserved in PASS.

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:

5.2. Quality control procedures employed (describe or provide URL of description):

Information as part of ship and aircraft requests is provided by Principal Investigators to the best of their abilities as a consequence of competing with peers for limited ship and aircraft time. Other than providing the best information possible, and updating it as required, there are no other QC procedures.

6. Data Documentation

The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?

Yes

6.1.1. If metadata are non-existent or non-compliant, please explain:

6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:

6.3. URL of metadata folder or data catalog, if known:

<https://inport.nmfs.noaa.gov/inport/item/20852>

6.4. Process for producing and maintaining metadata

(describe or provide URL of description):

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: <https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.pdf>

7. Data Access

NAO 212-15 states that access to environmental data may only be restricted when distribution is

explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?

Yes

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

7.2. Name of organization of facility providing data access:

NMFS Office of Science and Technology

7.2.1. If data hosting service is needed, please indicate:

Yes

7.2.2. URL of data access service, if known:

<https://www.st.nmfs.noaa.gov/apass/>

<https://www.st.nmfs.noaa.gov/pass/>

7.3. Data access methods or services offered:

People needing access can send an email requesting access to Point of Contact. Upon receipt, the system programmer will add the requester to the authorized user list.

7.4. Approximate delay between data collection and dissemination:

0 Days

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:

8. Data Preservation and Protection

The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:

(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)

To Be Determined

8.1.1. If World Data Center or Other, specify:

8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:

We have not yet figured out where to archive the database.

8.2. Data storage facility prior to being sent to an archive facility (if any):

NMFS Office of Science and Technology - Silver Spring, MD

The system is maintained by the Science Information Division (ST6).

8.3. Approximate delay between data collection and submission to an archive facility:

Unknown

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection

This application is hosted by the Office of Science and Technology within the NOAA System 4020 and is compliant with all applicable Federal Government security policies.

Users have permissions based upon their role(s) in the ship and aircraft allocation processes. Read only access will be provided to all others.

9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.